

CTE Skill Certificate Test Performance Documentation

This document must be submitted to the test coordinator along with the test scan sheets at the time of testing. It will be submitted to the USOE for the audit and a copy kept on file for two years.

**Course: Introduction to Information
Technology**

Test Number: 801

School:

Instructor's Name:

Students in course:

Students tested:

Date:

This is to verify that the students on the attached class roll* accomplished the following performance objectives at or above the 80% (moderately to highly skilled) level.

1. Demonstrated ethical behavior
2. Completed an on-line IT interest survey
3. Created original digital graphics through scanning, editing and illustration
4. Created original digital audio through capture and narration
5. Created an interactive multimedia project using a design model that includes audio, animation, graphics and links
6. Created a web page using an HTML editing program
7. Demonstrated proper handling techniques of hardware components
8. Disassembled and rebuilt a computer system either individually, in teams or with the instructor
9. Created a flat-file database
10. Performed a database query
11. Accessed and used network resources such as files and printers on the school's LAN
12. Accessed Internet resources
13. Created a diagram of a LAN, WAN and MAN
14. Pinged a network
15. Created an application using a programming language
16. Created a web page using HTML code with Java Script
17. Created end-of-course project on an IT topic or career (It is recommended that this project be completed as a team project)
18. Optional: Attended a work-based learning activity

Each performance is documented and kept on file for two years. (check one or more)

- ☐ Individual student performance tracking sheets
- ☐ A class period summary score sheet
- ☐ Recorded and identified in the class grade book

Instructor's Signature: _____

*Attach a copy of the class period roll and draw a single line through any student on the roll not accomplishing ALL required performance objectives at the 80% (moderately to highly skilled) level.